

Date: _____
 Fee: _____
 Zone: _____
 Permit No: _____
 Approved: _____
 Denied: _____

SIGN PERMIT APPLICATION

City of Mt. Pleasant • Building Safety Department
 320 W. Broadway Street, Mt. Pleasant, MI 48858
 (989) 779-5347 • Fax: (989) 773-6791 • www.mt-pleasant.org

TOTAL COST OF SIGN: _____

PROJECT INFORMATION		
Address:	Zoning District:	Date:
Business Advertised:	New Business: <input type="checkbox"/> YES <input type="checkbox"/> NO	
Store frontage (width):	Suite width (if applicable):	

BUSINESS OWNER / AGENT		
Name:	Phone:	Cell:
Address:	City:	State/Zip:
E-mail address:	Fax Number:	

PROPERTY OWNER	
Name:	Phone:
Address:	

CONTRACTOR / APPLICANT		
Name:	Phone:	Cell:
Address:	City:	State/Zip:
E-mail address:	Fax Number:	
Insurance Carrier:	Expiration Date:	

SPECIFICATIONS

For all signs, provide a dimensioned drawing of the proposed sign with mounting and/or foundation specifications. For any sign type attached to a building, a separate drawing shall be provided depicting the proposed sign's location relative to the building façade. All drawings shall include sufficient information to demonstrate compliance with Section 154.414 of the Zoning Ordinance.

#	SIGN TYPE	WIDTH	HEIGHT	AREA	PROJECTION	CLEARANCE	SETBACK
	Awning			Ft2			N/A
	Band			Ft2			N/A
	Blade			Ft2			N/A
	Directory			Ft2	-	-	N/A
	Large Projecting			Ft2			N/A
	Marquee			Ft2			
	Monument			Ft2		N/A	
	Outdoor Display Case			Ft2			N/A
	Porch			Ft2			N/A
	Plaque			Ft2		To Top	N/A
	Post (Apex)			Ft2		To Top	N/A
	Sidewalk			Ft2			N/A
	Wall			Ft2			

TOTAL SIGN AREA	Ft2
TOTAL NUMBER (#) OF SIGNS	

Electronic message boards, where permitted, shall not have illumination levels exceeding the values prescribed under section 154.414. Message shall not change more than once every 60 seconds and be instantaneous without animation.

ILLUMINATION	
<input type="checkbox"/> Directional Lighting <input type="checkbox"/> LED <input type="checkbox"/> None <input type="checkbox"/> Other	<i>Signs may only be illuminated as permitted in Section 154.414 of the Zoning Ordinance. Specifications for all lighting and electronic message boards shall be included with the request with the sign details. All electrical work shall be under a separate permit and approved by the Isabella County Electrical Dept. 989-317-0463</i>
SIGN MATERIALS: <input type="checkbox"/> Metal <input type="checkbox"/> Wood <input type="checkbox"/> Other (please specify)	

